

Tennessee Chapter of the American Academy of Pediatrics
Tennessee Pediatric Society

Board of Directors Meeting Minutes

Saturday, August 16, 2003, 11:00 a.m. to 3:00 p.m.

<p>PRESENT:</p> <p>John Ring, MD, President Mick Connors, MD, Secretary/Treasurer Joe Lentz, MD, Immediate Past President</p> <p>Greg Blackmon, MD, President, Knoxville Pediatric Society Mary Keown, MD, Membership Chair Bob Lembersky, MD, Program Chair Tony Smith, MD, Nominating Committee Chair Keith Thompson, MD, President, Davidson County Pediatric Association</p> <p>EX-OFFICIO:</p> <p>Iris Snider, MD, Past President Arnold Strauss, MD, Chair Department of Pediatrics, Vanderbilt University</p>	<p>GUESTS:</p> <p>Doris Aguilar, Saburo Hara Pediatric Society Jeralyn Allen, Saburo Hara Pediatric Society Joel Bradley, MD, CPT Coding Advisor Tim Givens, Pediatric Emergency Medicine Chair Andrew Gregory, MD, Sports Medicine Advisor Quentin Humberd, MD, Children with Special Health Care Needs Advisor Melinda Lucas, MD, Injury Prevention Advisor John Murphy, MD, Foster Care Advisor Ed Perdue, DDS, President, TN Society of Pediatric Dentistry</p>	<p>STAFF:</p> <p>Catherine Fenner Executive Director</p> <p>Ruth Allen EPSDT Director</p> <p>Jacque Clouse Coding Educator</p> <p>Cathy Jolley Financial Manager</p> <p>Patrice Mayo-Ligon Program Director</p>
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AGENDA ITEM	DISCUSSION / RECOMMENDATIONS	ACTIONS AND MOTIONS
<p>Call to order, Introductions and Announcements</p>	<p>Dr. Ring called the meeting to order at 11:20 a.m. Ms. Fenner introduced Cathy Jolley, TNAAP's new part-time Financial Manager. Dr. Ring welcomed her and also welcomed Doris Aguilar and Jeralyn Allen, medical students at Meharry and members of Saburo Hara Pediatric Society.</p>	

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Updates	<p>November Open Forum: The conference date has been changed to November 15. Dr. Lembersky advised that the project is still soliciting sponsors.</p> <p>September CME Conference: The conference is being held September 12 and 13 in Memphis. Dr. Lembersky advised that this conference will be a revenue-producing event.</p> <p>TennCare Report: Dr. Snider reported on TNAAP’s meeting with Commissioner Goetz and TNAAP’s nominees to the TennCare Pharmacy Advisory Committee; Bill Terrell was selected. There was discussion of the Governor’s efforts to hire The McKinsey Company to evaluate TennCare (over a 3 month period with projected costs to exceed \$2,000,000). Ms. Allen distributed samples of TNAAP’s EPSDT and pediatric coding educational materials.</p> <p>Managed Care Solutions Committee: Dr. Snider introduced the concept of this committee which will be comprised of Managed Care Plan Medical Directors and TNAAP representatives and will provide a forum to address TNAAP concerns with commercial insurance companies.</p> <p>April Retreat: Ms Fenner provided an overview of the retreat summary. There was discussion about moving forward with the leadership conference, which will be geared to young physicians. Dr. Gregory and Dr. Connors will exchange information on the AAP and TMA conferences that they attended, respectively, and are looking for "young" and "older" members to assist in organizing and implementing a leadership conference here in Tennessee.</p> <p>Working with interested Medical Students and Residents: Ms. Allen and Ms. Aguilar provided an overview of the Society’s activities and requested help from TNAAP to provide mentoring.</p> <p>CHAT and Other Legislative Agendas: Dr. Lentz and Ms. Fenner have been working with CHAT (Children’s Hospital Alliance of TN), on how TNAAP’s lobbying efforts should interface with theirs. CHAT has committed to hiring their own lobbyist. It was noted that TNAAP and CHAT are likely to hold the same position on most issues but not necessarily all, such as competition for scarce dollars. Ms. Fenner advised that she would continue efforts on legislation targeting nutrition in schools in the coming year.</p> <p>School Health Interests: Dr. Connors has been appointed as Chair of the state’s Committee on Pediatric Emergency Care (CoPEC). The subcommittee on school health wants to expand their efforts in this area and hopes to involve TNAAP.</p>	<p>Action: Dr. Snider to contact Mike Phillips with Ross Lab/Sepracor as a potential sponsor for November Open Forum.</p> <p>Action: Members to submit names of suggested committee members to Dr. Snider within 30 days.</p> <p>Action: Dr. Connors will convene a conference call within the next few weeks to discuss funding.</p> <p>Action: Ms. Fenner and Ms. Mayo-Ligon will dedicate time over the next 2 months to get leadership conference project “off the ground”.</p> <p>Action: TNAAP will consider incorporating mentoring needs of medical students into leadership conference.</p>

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Consent Calendar	The minutes from the April Board of Directors Meeting and the list of new member applicants were reviewed.	Motion: A motion was made, seconded and approved to accept the consent calendar
Items for Discussion	<p>Proposed Changes to Nominating Committee: Dr. Smith recommended restructuring the composition of the nominating committee membership in a way that would assure that members would be very knowledgeable about Chapter activities and operations. Potential alternate committee structures were discussed along with the potential value of longer terms.</p> <p>Staggering of Terms: The group discussed the value of staggering terms for Fellows At-Large. (A chart of the new Fellow At-Large election cycles is available upon request.)</p> <p>Election Update: Dr. Smith reported that the new terms will begin January 1, 2004 with elections to occur this fall. The Board will need to approve nominations prior to the next meeting. Positions to be elected include four Fellows At-Large (each for a different term), Secretary-Treasurer and Vice President. Nominees to date include Quentin Humberd, MD as Vice President, Patrice Reed, MD as West TN Fellow-At Large, Chetan Mukundun, MD for middle TN Fellow At-Large, and Marty Herman, MD for Secretary/Treasurer running against incumbent Mick Connors, MD.</p>	<p>Motion: A motion was made, seconded and approved to restructure the committee to consist of two past presidents, two voting members and one department chair, all to be elected by the Board.</p> <p>Motion: A motion was made, seconded and approved to restructure elections of Fellows At-Large to be elected for three-year terms with elections to be held annually. (In order to implement this change, one current Fellow At-Large will be asked to serve one more year, one to serve two more years and one will rotate off.)</p> <p>Motion: A motion was made, seconded and approved to elect two Fellows At-Large for each grand division, (each with staggered terms). The first election will require electing a member in each area for one, two and three years, respectively.</p> <p>Action: Those interested in running or nominating others should contact Dr. Smith as soon as possible.</p>

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	<p>Programs: Ms. Fenner and Dr. Lembersky provided an overview of the Proposal Form, Program Committee Outline and Finance Policy for use with future chapter programs. Dr. Lucas suggested adding a place to declare conflicts of interest.</p> <p>Financial Status and Importance of Reserves: Dr. Connors provided an overview of the financial data. The attendees received a copy of an article suggesting reserves should represent 35% to 50% of expenses. Ms. Fenner discussed the impact the TennCare contract has had on reserves and the need to be able to “float” funds. She also reviewed examples of situations in which reserves have been necessary such as the need to hire our new part-time Financial Manager and costs associated with producing and mailing a membership survey and membership directory. Ms. Fenner shared projected costs for publication of the membership directory, newsletters, and funds already requested by committees for 2004. She also shared initiatives in other states to seek funding for residents’ national AAP dues through corporate sponsors such as banks. The group “brainstormed” on ways to reduce costs on directories including the possibility of distributing directories through e-mail as a PDF file or via mail on a CD Rom.</p>	<p>Action: Staff to add line on proposal form to declare any potential conflicts of interest and where the conflict lies.</p> <p>Motion: A motion was made, seconded and approved to adopt the proposal form (with change above) and the program committee description and finance policy.</p>
Foundation	<p>Ms. Fenner provided an update on the status of the Foundation and a review of changes to the Bylaws.</p> <p>Ms. Fenner provided an overview of different approaches used by other state Chapters to establish identities for their Foundations. Some chose to link them directly to the Chapter by using letterhead and other materials that would be recognizable while others chose to have a completely different “look”. The group preferred the first approach.</p>	<p>Motion: A motion was made, seconded and approved to adopt the Foundation Bylaws.</p> <p>Motion: A motion was made, seconded and approved to elect David Kalwinsky, MD, Russell Chesney, MD, Arnold Strauss, MD, Melinda Lucas, MD, Rufus Clifford, MD and Iris Snider, MD to the Foundation Board of Directors.</p> <p>Action: Staff will proceed with development of Foundation materials that link to TNAAP’s identity.</p>

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Closing	<p>TNAAP 50th Anniversary: Ms. Fenner advised the group that TNAAP's 50 year anniversary will occur in 2005. She asked members to begin thinking about appropriate festivities that should be planned to celebrate the anniversary.</p> <p>Assess the Meeting: Ms. Fenner asked for feedback on the meeting and for suggestions on how the meeting might be improved in the future. Dr. Gregory commented that it had been helpful to have materials to review prior to the meeting because of the volume of information being discussed. Dr. Lembersky asked that consideration be given to having a working lunch during the meetings.</p> <p>Dr. Ring adjourned the meeting at 3:00 p.m.</p>	<p>Action: The following topics were suggested for the next agenda:</p> <ul style="list-style-type: none"> • FY04 Budget • Legislative Agenda • New Mission Statement • By Laws Changes • TennCare Status • Managed Care Committee • Leadership Conference • September Conference follow-up • Foundation

Respectfully submitted,

Ruth E Allen,
EPSDT Director